

# TROY CIVIL SERVICE COMMISSION

## Minutes of Meeting December 17, 2013

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**Present:** Chairman Rauh, Commissioners LaPosta and Conroy, Secretary Matthews

The meeting was called to order at 9:04 A.M. (Commissioner Conroy arrived at 9:10)

- 1) Consider the minutes of the December 17, 2013 meeting. After review, a motion was made by Commissioner LaPosta to accept the minutes. Seconded by Chairperson Rauh, all voted in favor, 2-0.
- 2) Establish an eligible list for four (4) years for Cashier (COT). On a motion by Commissioner LaPosta, seconded by Chairperson Rauh, all voted in favor, 2-0.
- 3) Establish an eligible list for four (4) years for Registration Clerk (TSD). On a motion by Commissioner LaPosta, seconded by Chairperson Rauh, all voted in favor, 3-0.
- 4) Establish a preferred list for four (4) years for Rent Collection Specialist (THA). On a motion by Commissioner Conroy, seconded by Commissioner LaPosta, all voted in favor, 3-0.
- 5) Consider an MSD-222A to establish an additional position of Maintenance Mechanic (THA). On a motion by Commissioner LaPosta, seconded by Commissioner Conroy, all voted in favor, 3-0.
- 6) Consider an MSD-222A to establish an additional position of Building Maintenance Person (THA). On a motion by Commissioner LaPosta, seconded by Commissioner Conroy, all voted in favor, 3-0.
- 7) Consider a revision to the job specification for Battalion Fire Chief (COT). An extensive discussion was held by members of the Commission expressing their hesitation to reduce the experience needed to sit for the Battalion Chief exam, while the Commission has applied to the NYS CSC for a rules change to extend probation times for all positions. Following discussion, the Commission voted 3-0 to deny the request to revise the Battalion Chief job specification.
- 8) Consider a revision to the job specification for Building Maintenance Person (TSD/THA). The Troy School District requested that, going forward, a requirement for a valid NYS driver's license for appointment and through employment in the Building Maintenance Person title be added. The Troy Housing Authority agreed with the request. On a motion by Commissioner LaPosta, seconded by Chairperson Rauh, all voted in favor, 3-0.

### Items 9 – 11

Kristen Miaski was unable to attend the meeting, and requested that items 9-11 be tabled, and presented at the next meeting. On a motion by Commissioner LaPosta, seconded by Commissioner Conroy, all voted in favor of tabling items 9, 10 and 11 until the next CSC meeting, 3-0.


- 12) Consider a job title change from Water Maintenance Foreperson to Water Maintenance Supervisor (COT). The City wished to align two titles in the Department of Public Utilities. The Sewer Maintenance Supervisor and the Water Maintenance Foreperson have the same job duties, and the same pay grade, one in Transmission and Distribution, the other in Sanitary Sewers. The City felt the logical resolution was to make both titles Supervisors. On a motion by Commissioner LaPosta, seconded by Commissioner Conroy, all voted in favor, 3-0.

- 13) Review the examination announcement for Firefighter (COT). The 2014 exam announcement indicates the City may show a preference for candidates who have already obtained EMT/Paramedic certification, in order to reduce training costs. On a motion by Commissioner LaPosta, seconded by Commissioner Conroy, all voter to accept the Firefighter exam announcement, 3-0.


**The next meeting was scheduled for January 28, 2014, 9:00 A.M., Troy City Hall. (Meeting date changed to January 21, 2014)**

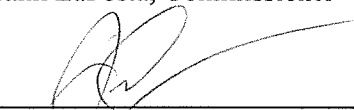
On a motion by Commissioner LaPosta, seconded by Commissioner Conroy, and passed by 3-0 vote, the meeting adjourned at 9:29 A.M.

Respectfully submitted,

  
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Nancy Matthews, Executive Secretary

  
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William Rauh, Chairperson

  
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Frank LaPosta, Commissioner

  
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John Conroy, Commissioner